

## Job Posting

Title of Position:

**Director of Municipal Services and Township Engineer**

Reports To:

**Township Administrator**

## Responsibilities and Duties

The Director is an upper management level position serving as the Department head for the Divisions of Engineering, Planning, Zoning, Fire Safety, Public Works, Sewer Utility, and Code Enforcement. As a member of the senior staff the individual must be able to communicate effectively, both oral and written, with residents and staff. Must have an in-depth knowledge of road and drainage analysis and design and Public Works, and be proficient in all aspects of Civil Engineering as applied to municipal engineering. Experience in planning, zoning and code enforcement in NJ is a plus.

## Qualifications

1. Must possess a current Professional Engineers License in N.J
2. Be well versed in Local Public Contracts Law, OPRA, MUTCD, NJDOT and DEP permitting, MLUL and RSIS.
3. Advanced college degree required
4. Excellent verbal and written communications skills
5. Computer and CAD literate
6. Office and project Management skills and experience
7. Demonstrated experience in Municipal Engineering for at least last 5 years
8. A license in Planning or CPWM is a plus.
9. Other duties as assigned and/ or deemed necessary by Administrator

**Salary Range:** \$83,200 - \$132,058

Grade: T Non-Union

Work Hours: 9:00 AM – 5:00 PM

Posted: December 30, 2015

Removed: January 30, 2016

Please send cover letter, Resume and three reference contacts to:  
Human Resources, 100 Commons Way, Bridgewater, NJ 08807

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